

Official Minutes
McKENZIE HISTORIC ZONING COMMISSION
June 12, 2014 MEETING MINUTES
McKenzie City Hall @ 4:30 PM

I. Call to Order/Establishment of a Quorum

Meeting called to order by Chairperson Pruneau, quorum was established.

All members of the Historic Zoning Commission were present except for Lisa Norris and Donna Taylor.

Members of the Historic Zoning Commission are: Chairperson Charles Pruneau, Vice-Chairperson Lisa Norris, Secretary Larry Wheat, Susan Bradberry, Nola A. Hobbs, Virginia M. (Gena) Manner and Donna Taylor.

II. Approval of April 12, 2014 Minutes.

Motion to approve minutes made by Gena Manner, second by Nola Hobbs. Motion passed.

III. Administrative Approvals

A. 408 Magnolia St. – owner John Jones.

Request to replace shingle roof with new shingle roof.

Action taken: Request was approved by CLG Jennifer Waldrup, due to no change in the look of the structure, and was only a maintenance issue.

B. 93 Manley St. – owner Glenda Chambers

Request to replace siding, windows & shutters with like products.

Action taken: Request was approved by CLG Jennifer Waldrup, due to no change in the look of the structure, and was only a maintenance issue due to snow & ice damage.

IV. Old Business

A. None

V. New Business

A. The Perfect Sammich & Dessert Shoppe – 2388 Cedar St. Building owned by Julydia Finch

Discussion: Owner applied for vinyl signage to be adhered to front window. Window is 6 x 6.

Signage should only occupy $\frac{1}{4}$ of the window or 25%. Lettering has exceeded the maximum amount. Owner expressed she thought each letter was measured instead of the entire phase and felt this made it be under the 25% rule.

Action taken: Motion was made by Gena Manner with second by Susan Bradberry to put this item on hold until Dan Brown could be contacted for consultation.

Discussion: Owner requested to hang a blade sign w/projecting arm near building side to indicate side door entrance.

Action taken: Motion was made by Susan Bradberry with second by Nola Hobbs to approve blade sign on building side. Owner was directed that sign should be 10' unless hung under an awning, where the minimum is 8'.

B. Perpetual Stitches Embroidery & Screen Print – 2388 Cedar St. Owner: Crystal Finch

Discussion: Owner applied for vinyl signage to be adhered to front window. Window is 6 x 6. Signage should only occupy $\frac{1}{4}$ of the window or 25%. Proposed lettering is similar to that of Perfect Sammich & Dessert Shoppe. Owner also made a request to hang a 4'x10" sign from awning with wording "embroidery".

Action taken: Owner withdrew request on vinyl until decision was made on the "sammich shoppe". Motion made by Susan Bradberry, second by Nola Hobbs to approve the 4'x10" awning sign. Owner was directed to make sure it did not hang lower than 8' above the sidewalk.

C. Freddie Mac's – 62 Waldren St. Owner: Freddie McDaniel

Discussion: Owner requested to hang awning over the rear door. A traditional type of awning was favored – since it was on the rear, metal roofing could also be used.

Action taken: Motion made by Nola Hobbs, second by Gena Manner to approve the awning as proposed for the rear entrance.

VI. Other Business

A. None

VII. Adjournment

Motion to adjourn by Gena Manner, second by Susan Bradberry. Motion passed.

Time adjourned: 5:52 p.m.